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69-532

28 October 1969

MEMORANDUM FOR: Deputy Director for Support

Bob:

When I met with the Management Advisory Group recently, one topic of discussion was the training of supervisors in personnel management, which the Group considers a prime area of weakness. They feel that no adequate program exists to prepare an officer to be a supervisor; that, when a person becomes a supervisor and periodically thereafter, he should be given a course specifically tailored to his new duties; and that other frequent courses or seminars should be established on specific areas of a supervisor's responsibilities.

In this connection, on 21 May at the Director's request I asked Hugh Cunningham to examine our training courses to see what we can grind into them to teach our people to be "better bosses." I should appreciate your advising me what has been done about this.

  
L. K. White

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